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Approved For Release 2002/05/06 : CIA-RDP78-03985A001200090007-9

Document No. 227

No Change

Class: SECRET S (C)

Auth: 13

Date: 19 1978 By: 013

Security Information

MAR 23 1953

MEMORANDUM FOR: Deputy Director (Administration)

SUBJECT: Justification of Outside Storage Space



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25X1A

1. As requested in the original plans for space required at the Warehouse, this Office must have 250,000 sq. ft. of outside hard standing storage space to accommodate the various items that cannot be stored in the warehouse.

2. At the present time, there are approximately 51,000 net usable square feet of outside storage space at the warehouses, which is filled to capacity. This Agency has on loan and occupied at the approximately 30,500 sq. ft. of space which is loaned only for six months. We have had the use of this space for about three months already.

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3. The type of supplies stored in open storage area is that which necessitates the use of a mobile crane. These supplies are of such size and shape that they cannot be stacked. This requires more space per ton than items in covered storage.

4. The present outside storage areas are not hard standing, which permits water to stand in this area causing continuous surveillance and sometimes moving of supplies to eliminate the danger of deterioration of supplies and materials handling equipment.

25X1A

5. The outside shop proposed by Commo will require approximately 2,000 sq. ft., which does not include the open area around this building necessary to store equipment awaiting work and completed work. This Office feels that an additional 2,000 sq. ft. will be needed for this.

6. One of the flammable buildings is required for paints, acids, oils, solvents, and greases. The other is to be used for storing flammable packing and crating supplies, such as excelsior, shredded paper, etc.

7. The ammo bunker is to be used for storing small arms ammo needed for meeting local demands and small shipments.

8. The Butler Building will be used for a work shop which will service all materials handling, and other operating equipment and building maintenance work. The shed is to be used for storage of trucking equipment and other vehicles needed in the delivery and operation of the Depot.

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9. An area immediately adjacent to the gate on the south side of the building, entering the open storage area, will be used for underground storage tanks for gasoline and diesel fuel, required for trucks and materials handling equipment.

10. In summarizing the above, the following figures are submitted:

Gross required - 250,000 sq. ft.

Net Required space:

1	32x50' flammable building	1,920 sq. ft.	
1	12x32' flammable building	384	
1	32x50' ammo building	1,280	
1	33x270' shed	8,050	
	Space for 6 - 10 cars lumber	40,000	
	Space lost due to 12' space from fence	9,000	
	Automobiles stored 	7,500	
	Storage space 	23,000	25X1A
	Net space now being used at 	<u>51,000</u>	25X1A

Actual space needed 142,134 sq. ft.

Net usable space of 250,000 sq. ft. requested

* 150,000 sq. ft.

142,134

In excess of immediate needs

7,866 sq. ft.

* This is based on the standard factor of 60% of gross as being net usable.

11. In analyzing the final plans, it has been determined that, due to lack of adequate truck dock facilities, considerable congestion will result in effecting local deliveries to Headquarters offices in the Washington area. In view of this, it is felt that a dock with canopy, for loading and unloading, should be affixed to the building on the side of the open storage area. This dock should have a ramp on each end to be used in moving fork lifts and tractor trains in and out of this building with supplies and for servicing. A ramp on this side was requested on the original plan submitted in June 1952. Also requested at that time, was a dock with ramp on the rail-road side, which would provide entrance from the opposite side of the building.

JAMES A. GARRISON
Chief of Procurement and Supply

Attachment:
Plot Plan

Distribution:

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PSO/SD:JGW:FHE:mt (21 March 1953)

MISSING PAGE

ORIGINAL DOCUMENT MISSING PAGE(S):

plot plan